

Regional Office
155 Van Gordon
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Denver, CO 80225

Department of Veterans Affairs

Information Bulletin

August 23, 2001

Loan Guaranty Letter 01-13
Construction & Valuation 262-5

SUBJ: Electronic Submission of Proposed Construction Appraisal Report Exhibits

Purpose

All appraisers in the states of **Colorado, Idaho, Montana, New Mexico, Oregon, Utah, Washington, and Wyoming** will be required to transmit their appraisal electronically to the Department of Veterans Affairs (VA) and to Lender Appraisal Processing Program (LAPP) lenders that elect to participate in this new E-Commerce program. VA Fee Appraisers who are exempt because of a minimal number of assignments are not required to complete the process described in this Information Bulletin.

Builder and Lender Requirements

All plans and specifications submitted after September 1, 2001, **must** be in a reduced size format when furnished to the fee appraiser. This will help facilitate the transition to an E-Commerce business process. Building plans, details, elevations, etc., are traditionally drawn at 1/4 inch scale and can be reduced to a clear readable 8.5 X 14 inch sheet. Exhibits that are normally in the 8.5 X 11 inch format must not be further reduced. At their option, appraisers may reject material that is not clear and legible.

Electronic File Types

Lenders must transmit files, including builder information, to the appraiser using one of the following electronic file types:

- .BMP
- .GIF
- .JPEG
- .PCS
- .PICT (for MacIntosh)
- .PNG
- .TIF

- .TIFF

2.

Required Exhibits

- Description of Materials (VA Form 26-1852) or comparable builder version
- Plot plan
- Foundation plan
- Floor plan
- Exterior elevations
- Typical wall section

Additional Information for Lenders

We expect to have all non-exempt appraisers E-Commerce ready on September 1, 2001. VA Assignment System (VAAS) will provide the case number, the appraiser's name, office and fax phone numbers. The appraiser is E-Commerce ready if an e-mail address is provided. Please transmit your Request for Determination of Reasonable Value (VA Form 26-1805) via e-mail. **Remember to include your e-mail address on the Determination of Reasonable Value (VA Form 26-1805.)** The e-mail address provided to the appraiser will be the address used for transmitting the appraisal. **Appraisal requests from lenders not participating in E-Commerce will be mailed to the lender via regular mail.**

New E-Mail Addresses for LAPP Lenders

These are the e-mail addresses for our nine state region. The Anchorage, Alaska office has previously issued a release concerning E-Commerce and is not included in this release. Please call (907) 257-4745 to contact the Anchorage office.

Colorado/Montana/Wyoming (303) 914-5638

39/LAPP@vba.va.gov {LAPP test case requiring review and issuance of CRV by VA.}

39/LAPPNOV@vba.va.gov {submission of actual NOV from lender.}

Idaho (208) 334-1367

47/LAPP@vba.va.gov {LAPP test case requiring review and issuance of CRV by VA.}

47/LAPPNOV@vba.va.gov {submission of actual NOV from lender.}

New Mexico (505) 248-6702

40/LAPP@vba.va.gov {LAPP test case requiring review and issuance of CRV by VA.}

40/LAPPNOV@vba.va.gov {submission of actual NOV from lender.}

3.

Oregon (including Washington state counties of Clark, Klickitat, and Skamania)
(503) 326-2458

48/LAPP@vba.va.gov {LAPP test case requiring review and issuance of CRV by VA.}

48/LAPPNOV@vba.va.gov {submission of actual NOV from lender.}

Utah (801) 524-4515

41/LAPP@vba.va.gov {LAPP test case requiring review and issuance of CRV by VA.}

41/LAPPNOV@vba.va.gov {submission of actual NOV from lender.}

Washington (206) 220-6163

46/LAPP@vba.va.gov {LAPP test case requiring review and issuance of CRV by VA.}

46/LAPPNOV@vba.va.gov {submission of actual NOV from lender.}

If You Have Questions

Please contact the Denver Regional Loan Center (RLC) Construction and Valuation Section at (303) 914-5638. You may also contact the Regional Offices of jurisdiction listed above.

Sincerely,

VLINDA CHILDS
Loan Guaranty Officer

Distribution: Lenders